

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 12, 2021

Regular

Secretary Jake Wachholz called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:00 p.m. Roll call: Judy Alexander, Laura Dulmage, Jake Wachholz, Katie Wenger, and Jim Yorks were present. Stephanie Pinskey arrived later as noted. Darcy Teets was absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager. Present from the public were Jim Geer and the library's Owner's Rep Roger Riachi. The order of business was amended, moving Old Business to allow Riachi to provide an update on the addition project.

MINUTES

Yorks moved, seconded by Wenger, to accept Resolution # R-21-7-1 accepting the meeting minutes for the June 14, 2021 Regular meeting. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala introduced Roger Riachi. Riachi gave an update on the GMP (Guaranteed Maximum Price) for the addition. He explained the process of splitting the GMP into 2 parts and reviewed additional project costs and breakdowns including FF&E, carpet, owner contingency, and soft costs. He also reviewed areas for potential savings.

Pinskey arrived at 6:08 p.m.

Riachi addressed questions from the trustees. Yorks noted that the replacement of the roof on the old building is not included in the project price. Riachi left the meeting at 6:20 p.m.

Dovala presented a Resolution prepared by Laura Bowman, the library's legal counsel, accepting the second GMP price and amendment to the CMR contract with Turner Construction. Alexander moved, seconded by Wenger, to accept Resolution # R-21-7-2, Accepting Guaranteed Maximum Price Proposal for GMP #2 and Authorizing Execution of the Guaranteed Maximum Price Amendment to the Construction Manager at Risk Contract with Turner Construction Company (copy attached). Roll call vote: Wenger, Wachholz, Dulmage, Alexander, Pinskey, Yorks, ALL AYES.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the June 2021 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation.) Cioffi reviewed

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July 12, 2021

Regular

the balances in the Building and Endowment Funds in relation to the addition project. Yorks moved, seconded by Pinskey, to accept Resolution # R-21-7-3, accepting the June 2021 financial reports. All present voted in favor.

MOTION PASSED

LIBRARY ADMINISTRATORS REPORT

Dovala reported that the construction schedule has been modified, and demo work and setup is slated to begin on July 14th. The parking lot demo will begin the following week. Dovala explained that the roof on the 1976 portion of the building is not included in the addition project. Dovala is currently looking at other options for repairing the roof. One option is to have a special coating applied to the roof. Dovala will have more information regarding the roof at the next meeting. Dovala noted that since the DeLloyd room is not being used for storage as originally planned, future Board meetings can be held at the library.

NEW BUSINESS

Dovala reported that staff members are doing a good job pitching in when needed. Dovala requested that instead of a holiday party to show appreciation, he would like to hold regular staff lunches during construction. Alexander moved, seconded by Yorks, to accept Resolution # R-21-7-4, approving holding regular staff appreciation lunches during the construction process. All present voted in favor.

MOTION PASSED

Yorks requested that the trustees also be invited to the lunches so they would have the opportunity to get to know the staff better.

Dovala reported that a Ground-Breaking ceremony will be held on Wednesday, July 21st at 4:30 p.m. Dovala and Dulmage gave an overview of the planned agenda for the ceremony. Dovala reported that the library had a drone video tour of the building created and will have another one made at the end of the project to compare the before and after. The video is online for the public to view. Dovala reported that all this year's Summer Reading Prizes were purchased from local businesses. A Quarry Bear Scavenger hunt through local business windows will be coming up.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by Wachholz, to accept Resolution # R-21-7-5, accepting the following gift:

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 12, 2021

Regular

- \$300.00 in Summer Event prizes from the Ken Ganley Automotive Random Acts of Kindness Program

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS

Jim Geer introduced himself to the Board, noting that he is a retired educator with a Master's degree in Reading. Geer reviewed an ARPA grant program available through the State Library of Ohio for libraries to use for outreach programs. He noted that due to COVID and the construction project, the library is unable to hold onsite programming. Geer explained that he would like to apply for the grant through the library and if awarded, using the grant to run an offsite reading recovery program. Geer gave details regarding the grant, the reading program, his qualifications to run the reading program, and answered questions from the trustees. Yorks moved, seconded by Wenger, to accept Resolution # R-21-7-6 approving Geer's proposal to apply for the grant from the State Library of Ohio through the library and if awarded, administer all funds for the reading program. All present voted in favor.

MOTION PASSED

COMMITTEE REPORTS

BUILDINGS & GROUNDS none

FINANCE & AUDIT none

PERSONNEL none

Wachholz adjourned the meeting at 7:08 p.m.

President

Attest